

## Downtown Development Authority Meeting Minutes July 27, 2021 – 7:30am

Members Present: Bob Chapin, Kristin Corner, Tom Zuniga, Jeremy Borgman, Ross Stevens, Josh Thurkettle, Pierce Roon, Mark Alderink, Adam Elenbaas, Rence Meredith (via phone)

Members Absent: David VanderWall, Steven Spriensma

Guests: Kevin Yeomans

### Agenda

1. Opportunity for public comment – None received
2. Approval of the May 18, 2021 meeting minutes:  
Motion by Borgman to approve the minutes, Support by Zuniga – motion passes.
3. Approval of the May 18, 2021 closed session meeting minutes:  
Motion by Roon to approve the minutes, Support by Alderink – motion passes.
4. \*The wording of the action item on the agenda was clarified by Chair Chapin to read, “Approval of the June 22, 2021 special meeting minutes”:  
Motion by Thurkettle to approve the minutes, Support by Roon – motion passes.
5. Sidewalk Installation Updates:  
Elenbaas gave an update on sidewalk installations in the park and along residential streets. Park sidewalks are currently being installed. The residential sidewalk along Jordan St, west of 52<sup>nd</sup> Ave, will be installed this summer. The sidewalks along Joel and Rosewood Streets are being postponed as installation affects trees and vegetation at private residences that the Township prefers not to disturb. An agreement has not yet been reached with the Road Commission to allow for location deviations that would allow sidewalks to be installed without removing these items.
6. Future Budgeting / Expense Items / TIF Projects:  
Chair Chapin led a discussion around future expenses of the DDA. Upcoming meetings will focus on the 2022 budget, and members were encouraged to start thinking about 2022 projects. Chapin also encouraged the DDA to look

forward into the next TIF, which would be effective in 2024, and begin considering projects that may occur during that long-term time frame. Chapin presented a list of ideas he had started compiling and asked members to begin bringing ideas for future projects.

7. Public comment – None received
8. Closed Session: Potential Land Purchase: Motion made by Borgman, support by Stevens: Go into closed session for the purpose of discussing potential land purchase. Motion passed via roll call vote with no opposition.  
\*Meredith left the meeting following the vote.
9. Closed Session to discuss potential land purchases.
10. Return to open session  
\*Meredith rejoined the conversation upon re-entering open session.
11. The following motion was made by Borgman, support by Meredith:  
Fund the acquisition of a portion of property at 6138 Lake Michigan Drive, consisting of approximately 14 acres fronting Lake Michigan Drive, and amend the 2021 budget for the purchase price of approximately \$1,050,000 plus costs/fees associated with the purchase. Motion passed unanimously via roll call vote.
12. Chapin informed the DDA that an application for the Building Enhancement Program is expected to be received at the next meeting.
13. Next meeting: September 21, 2021 at 7:30am
14. Adjourn: Motion made by Stevens, support by Chapin. Meeting adjourned.